

Community Preservation Act Committee (CPAC)
Meeting Minutes
Tuesday, December 16, 2014

The meeting was called to order at 7:02 pm by Mary Streeter, Chair, in the First Floor Meeting Rm.

COMMITTEE MEMBERS IN ATTENDANCE:

Marilyn Blaustein, Paris Boice, Vice Chair; Jim Brissette, Peter Jessop, Laura Lovett, Jim Oldham, Mary Streeter, Chair

COMMITTEE MEMBERS ABSENT: Sandra Anderson; Ellen Kosmer

STAFF / OTHERS IN ATTENDANCE: Sonia Aldrich; David Ziomek

Agenda items to be discussed:

- Review financial information
 - Funds available for recommendation this year
 - Rolling Green financing.
- Request updates from past recipients of CPA funds.
- Review New Proposals.
- Discussion of CPA Plan cont'd.
- Review meeting dates & minute takers for coming year.
- Approve any minutes.
- Topics the Chair did not reasonably anticipate 48 hours before the meeting.

DISCUSSION

Review Financial information

- Amount available: \$1,730,308.79
- Ended fiscal 2014 with \$310,297.42
- FY 2016 adjusted estimate \$920,000 to take in on surcharge. With state matching of \$239,200.00 or 26%.
- Leaves us with an estimated \$870,220.42 for new proposals
- Sonia informed us the Town Assessor Dave Burgess will post an explanation on the website explaining that the yearly surcharge normally found in four tax bills will actually occur in only two tax bills this year.
- Rolling Green project bonding is going out to bid, no final number yet. Capital projects are bundled together to get a lower rate.
- Community Preservation dues will increase to \$3,500 on July 1, 2015.

CPA Capital Projects discussion of past recipients. For example, the Rolling Green Study for \$10,709.16 was a part of the larger proposal and we may not need this funding still. Chair will resend request for updates from past recipients

North Amherst Community Farm for \$25,000 project is not happening and so we need to move this funding back to our pool.

Question about whether the Brunelle Property Purchase remaining \$6000 may be already spent.

Nate Malloy will get us updates on the Historic Preservation Projects and Dave Ziomek will sit down with Malloy to go over project by project and to fully update the committee on status for all expenditures. Same is true for the recreation expenditures. We will allow them to identify the appropriate recipients of letters asking for the final disposition of funds and to send the letters.

Ziomek asked for a legal opinion on the appropriate expenditure of CPA funds, and whether painting is considered maintenance or is an allowed use on a historic structure and whether signage and maintenance on fields and trails is allowable.

Jim Oldham raised a question about a discrepancy between the reported Debt Service on Rolling Green and the reported interest for the Purchase price. Why does the interest not go down? The most accurate reporting on interest was in the Debt Service table.

Jim Oldham and Paris Boyce suggested a checklist for what to do when you submit a proposal.

Discussion of proposals.

CPAC reviewed the preliminary proposals one by one:

First Proposal on Revitalization of North Common, Modernization of Groff Park, and Amherst Community Field proposed by Dave Ziomek. Should come for fall funding and so the hope is that, with additional funds for CPAC, that the committee will remain open to fall proposals.

Jim Brissette proposed for Community Field that the town consider a band shell.

2. Dave Ziomek's proposal for Appraisals and Surveys for Open Space \$25,000. Mary Streeter asked whether past Conservation Restriction was part of the Due Diligence and Dave answered that restrictions were not part of the Due Diligence funds. Jim Oldham requested an annual report of the Due Diligence funding. Can be found under Open Checkbook program on the website.

3. Hall Property Acquisition. Ziomek noted that this was the project we got a L.A.N.D. Grant for in the fall and this proposal would allow the town to own the entire pond. For \$105,00 to own both ponds near Amherst Woods.

4. Hoerle Appropriation 66 acres to Rail Trail \$50,000 for an Agricultural Preservation Restriction.

5. North Amherst Field for a fence and a Trap Rock Gravel Parking lot, this field can be activated for use beyond the cricket players, \$50,000. Detail on estimates and what they are based on. Needs specifics for the request. Peter wondered whether this was the only improvement needed for this field. Is there any kind of master plan, What kind of fence will be installed? Estimates?

6. Amherst Baseball, Inc. Proposal for Mill River Baseball fields. Proposal approved by LSSE to redo the infields. \$127, 351 for the fields. With in-kind from DPW. Mary Streeter noted that we funded shade structures last year but they were specifically for the pools, so would not be workable for the baseball fields. Any shade structure or tree planting for observers watching the games? Dugouts for the kids would be provided.

7. Amherst Housing and Sheltering Committee: Seed money for Municipal Housing Trust. Questions about what this \$50,000 can be spent on? Proposal seems to be for due diligence cost as an independent appointed body that would be able to draw down. How to make sure that we can assure affordability for the trust? Can we restrict CPA funds in how they will be spent specifically. Since this is a Municipal Affordable Housing Trust, this will be overseen by the town's treasurer and controller. Peter suggests that we get a specific list of the specific things that this will be sent for.

8. Amherst Community Land Trust: Proposing to buy a .74 acre lot on North Pleasant Street and to partner with Habitat for Humanity to build two affordable units for \$114,600.

Jim Brissette asks why the funding for these two units seems not to have other offsets. For comparison, the ask for Hawthorne was \$80,000 for land, not over \$100,000. He would like to see larger projects rather than small ones. Jim Oldham questioned the cost to town of Olympia Oaks to total \$300,000 for 42 units. Bruce Coldham has offered to design the building.

9. **Cook Memorial Fountain on Sweetser Park** \$20,000 Fountain is in worse shape than previously thought. Jim Oldham assumed that the repairs would be much higher. Structurally it needs quite a bit of work. Committee would like to see the detailed proposal explaining costs.

10. **Amherst Historical Society Archaeological Survey**, \$25,000 Proposal is hard to understand.

11. **Amherst Historical Society Painting the Strong House** \$25,000. Is this maintenance? Add the question to the list about the nature of the restriction. If paint is an appropriate use, then do the colors need to be historical? Noted that the request is larger than the estimate provided.

12. **JCA Steeple and Belfry** for \$175,000. Needs to know that this would need a historical preservation restriction on the building. More details on the needs. What is damage and what is deterioration over time?

13. **Goodwin AME Zion Church** \$25,000 What other funds are being leveraged for this process?

Discussion of CPA Long-term Plan Continued from Last Meeting

Based on proposals for Shutesbury Plan. Proposal to have feeder committees identify the kind of long-term goals for each of the Subcommittees. When do we want to have this discussion? Perhaps save this for the March Meeting. Brief verbal update for committee reps. Look at the criteria for Historic Preservation or for Open Space or for Housing. So both links to larger plans already written and clarification of criteria. Reps to feeder committees are asked to discuss plan report back to CPAC.

NEXT MEETINGS – Minute Takers

January 6 - Review proposals, write questions for presentations - First Floor Meeting Room (Peter Jessop, Minutes)

January 20 - Proposals Presentations - Town Room (Jim Brissette, Minutes); Must publish in the paper for the Public Hearing on Feb. 24.

February 10 - Proposals Presentations - Town Room (Paris Boyce, Minute taker)

February 24 - Proposals Presentations, if needed. Public Hearing. Discussion & possible vote on proposals (Jim Oldham, Minutes): Public Hearing.

March 3 - Discuss and Vote Proposals

March 31 - Town Meeting preparations

Approve minutes

Moved and seconded to accept edited minutes November 18, 2015. Approved 7-0.

ADJOURNMENT

A motion was made to adjourn at 8:57 pm. Voted unanimously.

DOCUMENTS DISTRIBUTED

- Agenda, 1 page
- CPAC December 16 2014 Meeting Handouts, 7 pages

- FY2016 CPA Proposals at a Glance 12-13-2014 Draft, 1 page
- Pre-proposal 1 Memo from Assistant Town Manager FY16, 2 pages
- Open Space 2 Due Diligence FY2016 Proposal Request, 2 pages
- Open Space 3 Hall Property Acquisition, 7 pages
- Open Space 4 Hoerle APR, 6 pages
- Rec 5 North Amherst Field, 6 pages
- Rec 6 Amherst Baseball Inc. Mill River Fields, 7 pages
- Housing 7 AH and SC - Municipal Affordable Housing Trust Fund due diligence, 6 pages
- Housing 8 ACLT North Pleasant Street parcel, 6 pages
- Hist 9 Town Planning Dept Sweetser Park Cook Memorial Fountain, 5 pages
- Hist 10 AHS Archaeological Survey, 4 pages
- Hist 11 AHS Painting Strong House, 3 pages
- Hist 12 JCA Steeple and Belfry restoration, 5 pages
- Hist 13 Goodwin Memorial AME Zion Church

Respectfully Submitted by Laura Lovett, edited by Mary Streeter

Approved February 10, 2015